

**REAL ESTATE APPRAISERS EDUCATION ADVISORY
COMMITTEE
MINUTES
July 18, 2002**

PRESENT: DeAnn Brosman, Ossie Johnson and Mary Reavey

EXCUSED: Mark Kowbel and Rick Vosar

STAFF PRESENT: Mary Forseth, Ruby Jefferson-Moore, Gina York and other Department staff was present for portions of the meeting

CALL TO ORDER

Mary Reavey called the meeting to order at 9:05 a.m. A quorum of three voting members was present.

ADOPTION OF AGENDA

Amendments to the Agenda:

- Add #7 – Review of the Appraiser Qualifications Board's, 2nd Exposure Draft regarding revising the Real Property Appraiser Qualification Criteria.

MOTION: Ossie Johnson moved, seconded by DeAnn Brosman, to adopt the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES (5/23/2002)

MOTION: DeAnn Brosman moved, seconded by Ossie Johnson, to approve the minutes as written. Motion carried unanimously.

ADMINISTRATIVE REPORT

MARY FORSETH, BUREAU DIRECTOR

COMMITTEE ROSTER

The committee reviewed the current roster and all information listed is correct.

NEXT MEETING

The next meeting is scheduled for October 17, 2002, beginning at 9:00 a.m., in Madison.

QUALIFYING EDUCATION

Ruby Jefferson-Moore, Attorney, updated the committee on the REA Examining Board's response to the committees recommendations related to core curriculum and the trainee classification. The Board has chosen to put the recommendation regarding core curriculum on hold because of the concern that the allocation of the hours by the committee is not consistent with those of AQB. The REA Examining Board prefers to wait until legislation is finalized. The Board accepted the trainee classification recommendation. The department will consider the trainee classification and rules pertaining to this classification.

There was a lengthy discussion on criteria for the trainee classification.

A summary of the topics of discussion was as follows:

- Pass legislation for the trainee level classification?
- Increase the number of hours required via a rule change?
- Requirements of 75 hours:
 - 1) 60 hrs Basic Appraisal Principles
 - 2) 15 hrs USPAP
- No national examination?
- No time limit performing as a trainee?
- Employers should have only two (2) trainees at a given time?

This topic will be on the agenda for the committee's next meeting.

CONTINUING EDUCATION

APPRAISER QUALIFICATIONS BOARD – SECOND EXPOSURE DRAFT

This document was reviewed and discussed in detail by the committee.

DISTANCE EDUCATION

Barb Showers met with the Committee to discuss the issue of distance education. Acceptable courses currently are approved by being associated with an accredited school or obtaining AQB or ACE approval.

At this time distance learning by appraisers and sponsored by IDECC are reviewed by AQB for content. Several concerns on distance learning came up during the committee's discussion such as:

- a) Instructors availability for questions from students
- b) Examination Security
- c) Core Curriculum
- d) Links are working

One option, are the electronic courses by the UW and Technical Schools which can be found at (e-tech.com). These courses meet all the required needs/concerns and are cost effective.

The committee will discuss further at the next meeting on what safeguards to put in place, clarification on approving schools verses courses and how to notify individuals of such courses. Revision of the application packet is being worked on by Barb Showers, Mary Forseth and Ruby Jefferson-Moore and will be shared with the committee at a later date.

Ossie Johnson shared that Jim Kuntz, a certified instructor at Blackhawk Technical College in Janesville, WI is giving a 15 hour course from December 3-12, 2002. Course information and registration details will be released sometime in October.

COURSE CONTENT TO MEET CE REQUIREMENTS

The committee discussed that course content needs to be evaluated to prevent the use repetitive courses to meet licensee's CE requirements. The Committee discussed options at length, with their primary concerns being: 1) able to distinguish the difference between a credited course and a continuing education course; 2) repeating of the exact same course for the purpose of accumulating number of required credits; 3) taking the same course listed under a different name; and 4) vendors should change the curriculum every biennium to prevent repetition.

Ossie Johnson will check if a private vendor, providing a computerized CD program/course, could go through a University or Technical College and have the educational facility review and provide approval of the course/program. Mr. Johnson will provide feedback at the next committee meeting.

ENFORCEMENT OF CE REQUIREMENTS

The committee felt this was best to have the REA Examining Board address this issue.

MONITORING COURSES AND INSTRUCTORS

The board had a question of whether the USPAP course is available for new applicants? The committee shared that there are courses given at a variety of locations and applicants should have access to them. A reminder that an applicant must have their application materials in by the end of the year to receive credit for the USPAP course being given now.

The committee prefers to keep this topic on future agendas in order to keep abreast of activities and changes as they occur.

EXAMINATION REQUIREMENTS

This topic will be referred to the REA Examining Board and added to their next agenda on Aug. 28, 2002.

Recommendations from the committee were to send a letter from DRL to course Instructors informing them that courses should be defined and monitored as follows:

1. Hours being issued should be full 50 minute hours
2. Require minimum of 7 hrs USPAP and 22 hours of other subjects with each session being a minimum of 2 hours in length
3. Sign-In sheet at the beginning and end of session
4. Exam at end of session. Questions should be 5 per each hour taught
5. Certificate given to student at end of session after exam

MOTION: DeAnn Brosman moved, seconded by Ossie Johnson, to forward the above course and instructor recommendations to the REA Examining Board for consideration at their August 2002 meeting. Motion carried unanimously.

Special Notation: The topic of Education and Examination Requirements will be included on all future committee agendas.

ADJOURNMENT

MOTION: Ossie Johnson moved, seconded by DeAnn Brosman , to adjourn the meeting. Motion carried unanimously.

Meeting adjourned at 2:15 p.m.